

NOTICE: This application form is authorized by section 283.37, Wis. Stats., and Chapters NR 151 and 216, Wis. Adm. Code. Personally identifiable information on this form may be used for other program purposes and may be made available to requestors under Wisconsin's Public Records laws and be posted on the Department's internet site.

Instructions: Complete the following for all permit applications. If additional space is needed to respond to a question, attach additional pages. Provide descriptions below that explain the program activities that you expect to develop and implement to comply with the Municipal Separate Storm Sewer System (MS4) general permit (<http://dnr.wi.gov/org/water/wm/nps/stormwater/muni.htm>). Section 3 of the MS4 general permit contains the compliance schedules that direct when the individual program activities need to be developed and submitted to the Department for review. The detailed programs that are developed and submitted to the Department for review may deviate from the program activities described below if necessary. The descriptions provided below are necessary for the Department to verify that the municipality's program activities comply with the permit.

Section I: Applicant Information

Name of Municipality

Village of Howard

Mailing Address

2456 Glendale Avenue

City

Green Bay

State

WI

Postal Code

54313

County(s) in which Applicant is located

Brown

Type of Municipality: (check one)

☐ County

☐ City

☒ Village

☐ Town

☐ Other (specify)

Section II: Local Contact Information (check one):

Name of Municipal Contact Person

Geoffrey Farr

Title

Village Engineer

Mailing Address

1336 Cornell Road

City

Green Bay

State

WI

Postal Code

54313

E-mail address

gfarr@village.howard.wi.us

Telephone Number (include area code)

920-434-4060

Fax Number (include area code)

920-434-4072

Section III: Water Quality Concerns

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (An unofficial list of ORWs and ERWs may be found on the Department's Internet site at: http://dnr.wi.gov/org/water/wm/wqs/)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of Wisconsin impaired waterbodies may be found on the Department's Internet site at: http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html)

Section IV: Area and Population Within the MS4

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the MS4 within an "Urbanized Area" as defined by U.S. EPA? (See http://www.epa.gov/npdes/pubs/fact2-2.pdf)

If no, skip the rest of this section and continue to Section V. If yes, estimate the area served by and the population within the MS4 in an Urbanized Area (UA).

(Urbanized Area maps are available on the EPA web site at: <http://cfpub1.epa.gov/npdes/stormwater/urbanmaps.cfm>)

Total municipal area (in square miles):

18.45

Total municipal population (in year 2000):

13,546

MS4 service area within Urbanized Area (in square miles):

8

Municipal population within Urbanized Area (in year 2000):

11,500

Section V: Potential Permit Exemption

Yes	No	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Section NR 216.023, Wis. Adm. Code, allows certain MS4s that have less than 1000 people residing in an urbanized area to be waived from having to obtain municipal storm water permit coverage.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Do you believe that the MS4 may be eligible for this potential exemption?

Section VI: Summary of Municipal Storm Water Program Activities

Describe the programs or activities the municipality is doing or will do to comply with the requirements of the MS4 general permit. Attach additional pages if necessary.

A. Public Education and Outreach

Describe the public education and outreach program activities that the municipality will implement to comply with section 2.1 of the MS4 general permit.

See attached exhibit "A"

B. Public Involvement and Participation

Describe the public involvement and participation program activities that the municipality will promote to comply with section 2.2 of the MS4 general permit.

See attached exhibit "A"

C. Illicit Discharge Detection & Elimination

Describe the illicit discharge detection and elimination program authority and activities that the municipality will develop and implement to comply with section 2.3 of the MS4 general permit.

See attached exhibit "A"

D. Construction Site Pollution Control

Describe the construction site pollutant control program authority and activities that the municipality will develop and implement to comply with section 2.4 of the MS4 general permit.

See attached exhibit "A"

E. Post-Construction Site Storm Water Management

Describe the post-construction storm water management program authority and activities that the municipality will develop and implement to comply with section 2.5 of the MS4 general permit.

See attached exhibit "A"

F. Pollution Prevention

Describe the pollution prevention program activities that the municipality will implement to comply with section 2.6 of the MS4 general permit.

See attached exhibit "A"

Section VII: Certification

Certification: I hereby certify that I am an authorized representative of the municipality that is the subject of this application for general permit coverage, and that the information provided is true and complete, to the best of my knowledge. I understand that Wisconsin law provides severe penalties for submitting false information.

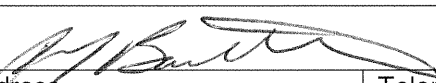
Authorized Representative Name

Robert Bartelt

Title

Director of Public Works

Signature



Date Signed

5/25/06

E-mail address

rbartelt@village.howard.wi.us

Telephone Number (include area code)

920-434-4060

Fax Number (include area code)

920-434-4072

Return this completed form to:

Wisconsin Department of Natural Resources
Storm Water Program – WT/2
PO Box 7921
Madison, WI 53707-7921

EXHIBIT "A"

1. Public Education & Outreach

- Promote the detection and elimination of illicit discharges.
- Inform and educate the public about management of common materials that create storm water pollution including: automobiles, pet waste, household hazardous waste and household practices.
- Promote the reuse of leaves and grass clippings and the proper use of fertilizers and pesticides.
- Promote the management of stream banks and shorelines by riparian landowners to minimize erosion and enhance the ecological value of waterways.
- Promote the infiltration of residential storm water runoff from rooftops, driveways and sidewalks.
- Inform and educate those responsible for design, installation and maintenance of construction site erosion control and storm water management control device Best Management Practices (BMP's) about those topics.
- Inform and educate the public about businesses and activities that pose a storm water concern.
- Inform and educate specific audiences on methods of storm water prevention.
- Promote environmentally sensitive land development designs.
- The public education & outreach program shall establish measurable goals to determine compliance.
 - The Village currently includes storm water management related articles in newsletters mailed to residents.
 - The Village is a member of the Northeast Wisconsin Stormwater Consortium (NEWSC): which provides storm water related information to the Village for public education.
 - Information will be disseminated to the public by mail, handouts and other media vehicles.
 - These and additional measurable goals will be developed in accordance with the attached compliance schedule.

2. Public Involvement & Participation

- Notify the public of the required activities related to the Villages WPDES permit and encourage input and participation in the activities.
- The public involvement & participation program shall establish measurable goals to determine compliance.
 - Measurable goals will be developed in accordance with the attached compliance schedule.

3. Illicit Discharge Detection & Elimination

- Develop, implement and enforce an ordinance to prevent, detect and remove illicit connections and discharges to the MS4 including:
 - Prohibit the discharge, spilling, or dumping of non-storm water substances or materials into waters of the state or the MS4.
 - Identify non-storm water discharges that are not considered illicit discharges.
 - Establish inspection and enforcement authority.

- Perform initial field screening of major outfalls during dry weather periods including visual observation for basic parameters, and field analysis if flow is observed for basic parameters.
- Perform on-going dry weather field screening of other outfalls according to a Village developed plan prioritized on basic outfall parameters and criteria.
- Develop procedures for responding to known or suspected illicit discharges including:
 - Investigate the MS4 as soon as possible for potential illicit or non-storm water discharges based upon field screening or basic parameters.
 - Remove illicit discharges from the MS4 as soon as possible. Contact the DNR if an illicit discharge will take more than 30 days to remove.
 - Respond, track, locate, prevent and contain spills that discharge to or from the MS4.
 - Notify the DNR immediately in accordance with NR 706 Wis. Admn. Code in the event the Village identifies a spill or release of a hazardous substance that has or may discharge to waters of the state using the 24hr. spill hotline at 1-800-943-0003.
 - Robert Bartelt, Director of Public Works at 920-434-4060 is responsible for responding to reports of illicit discharges and spills.
 - To the maximum extent practicable eliminate sanitary leakages to the MS4.
 - Provide advance notice to the DNR, of the date and time of dye testing to be used in an MS4, to avoid a DNR false alarm should others report the dye as an illicit discharge.
- The illicit discharge & elimination program shall establish measurable goals to determine compliance.
 - The above listed measurable goals will be implemented in accordance with the attached compliance schedule.

4. Construction Site Pollution Control

- Develop, implement and enforce an ordinance to reduce the discharge of sediment and construction materials from construction sites including:
 - Establish sanctions to ensure compliance.
 - Apply to sites having one ac. or more of land disturbance, including smaller site that are part of a larger common plan of development, excluding NR 216.42(2) to (11) except (4) and (11) where the Village has accepted erosion control authority from the Wis. Dept. of Commerce.
 - If the Village does not have Dept. of Commerce erosion control authority at public buildings and places of employment the Village shall request it, and if granted shall exercise such authority as soon as possible.
 - Erosion control (BMP's) design standards shall be equivalent to DNR technical standards.
 - Construction performance standards shall be equal to or greater than NR 151.11 and NR 151.23 Wis. Admin. Code
 - Erosion control plan requirements shall be equivalent to NR 216.47 Wis. Admin. Code.
 - The Village shall have inspection and enforcement authority.
 - Establish requirements for construction site operators to manage discarded construction waste including, building materials, concrete truck washout,

chemicals, litter, and sanitary waste to reduce adverse impacts to waters of the state.

- Establish procedures to provide site inspection and enforcement of erosion and sediment control measures including:
 - Identify municipal staff responsible for this work.
 - Determine inspection frequency.
 - Documentation.
 - Enforcement mechanism to obtain compliance.
- Develop procedures to receive and give consideration to, information submitted by the public.
- The construction site pollution control program shall establish measurable goals to determine compliance.
 - The Village currently has an adopted erosion control ordinance that will need to be updated.
 - The above listed measurable goals will be implemented in accordance with the attached compliance schedule.

5. Post Construction Site Storm Water Management

- Create a MS4 Map identifying all: receiving waters of the state (names and classification i.e. ORW, ERW, 303(d)); outfalls and major outfalls; basin boundaries for each outfall; structural storm water conveyance facilities; threatened / endangered resources, historical property and wetlands; discharge locations of WPDES permit holders; location of municipally owned or operated BMP's and privately owned BMP's where the Village will be taking TSS credit; locations of publicly owned parks recreational areas, other open lands, streets, municipal garages, storage areas and other public works facilities.
- Develop, model and implement a plan (to the maximum extent practicable, MEP) to achieve:
 - By 2008, achieve from the village that existed in Nov 2004, 20% TSS removal as compared to the TSS discharge w/o storm water controls.
 - By 2013, achieve from the village that existed in Nov 2004, 40% TSS removal as compared to the TSS discharge w/o storm water controls.
 - Identify and implement specific control measures to reduce, with goal of elimination of, the particular pollutants of concern that contribute to the impairment of Duck Creek a section 303(d)(1) impaired water body of the Clean Water Act.
- Evaluate municipal owned and operated structural flood control facilities to determine the feasibility of increasing TSS removal.
- Develop, implement and enforce a storm water management ordinance requiring control of the quality of the discharges from areas of new development and redevelopment, after construction is completed. Said ordinance will:
 - Apply to sites having one ac. or more of land disturbance, including smaller sites that are part of a larger common plan of development.
 - Storm water plan requirements shall be equivalent to NR 216.47 Wis. Admin. Code.
 - Post construction performance standards shall be equal to or greater than NR 151.12 and NR 151.24 Wis. Admin. Code
 - Storm water control device (BMP's) design standards shall be equivalent to DNR technical standards.

- Require long-term maintenance of BMP's and storm water conveyance systems.
- Have inspection and enforcement authority.
- Develop procedures that will be used by the Village to ensure the long-term maintenance of storm water management facilities.
- The post construction site storm water management program shall establish measurable goals to determine compliance.
 - The Village currently has a MS4 map that identifies all storm water conveyance facilities, outfalls and basin boundaries. The map will need to add the additional required attributes.
 - The Village currently has a storm water management model and plan.
 - The Village currently storm water management ordinance that will need to be updated.
 - The above listed measurable goals will be implemented in accordance with the attached compliance schedule.

6. Pollution Prevention

- Develop and implement a pollution prevention program that establishes measurable goals for pollution prevention including:
 - Inspection and maintenance of municipal storm water facilities
 - Street sweeping and cleaning of catch basin sumps, including proper disposal of the resultant waste.
 - Application of road salt and deicers not to exceed the rate necessary to maintain public safety, utilizing chapter 35 of the WDOT "Highway Maintenance Manual as guidance.
 - Management of leaves and grass clippings, and encouraging beneficial onsite reuse as opposed to collection.
 - Storm water pollution prevention planning for municipal garages, storage areas and other facilities.
 - Application of fertilizers on municipal properties over 5 ac., according to nutrient needs based upon soil tests.
 - Educate appropriate municipal personnel involved in implementing this program.
- The pollution prevention program shall establish measurable goals to determine compliance.
 - The above listed measurable goals will be implemented in accordance with the attached compliance schedule.

7. Annual Report

- The Village shall submit an annual report to the appropriate DNR contact by March 31 for the preceding year. The Director of Public Works shall invite the Village Board, interest groups and the general public to review and comment on the annual report. The annual report shall include:
 - Status of:
 1. Implementing permit requirements
 2. Meeting measurable program goals
 3. Compliance with permit schedules
 - Fiscal summary of annual expenditures for the reporting year and the budget for next year.

- Summary of inspections and enforcement actions to ensure compliance with ordinances.
- Identifications of improvements or degradation of receiving waters. In the case of degradations identify the cause and what actions are being taken to improve water quality.
- The Director of Public Works shall sign and certify the report including a statement or resolution that Village Board has reviewed or been appraised of the content of the annual report.

COMPLIANCE SCHEDULE SUMMARY

PERMIT CONDITION	ACTIVITY	DUE TO DNR	IMPLEMENT
Public Education and Outreach – Section 3.1	Submit public education and outreach program	Within 18 months of the start date	Within 24 months of the start date
Public Involvement and Participation – Section 3.2	Submit public involvement and participation program	Within 18 months of the start date	Within 24 months of the start date
Illicit Discharge Detection and Elimination – Section 3.3	1. Submit illicit discharge ordinance	Within 24 months of the start date	Within 30 months of the start date
	2. Submit illicit discharge response procedures	Within 24 months of the state date	Within 30 months of the state date
	3. Complete initial field screening		Within 36 months of the start date
	4. Submit on-going field screening	Within 36 months of the start date	Within 48 months of the start date
Construction Site Pollutant Control – Section 3.4	1. Submit construction site pollutant control ordinance	Within 18 months of the start date	Within 24 months of the start date
	2. Submit construction site inspection and enforcement procedures	Within 18 months of the start date	Within 24 months of the start date
Post-Construction Storm Water Management – Section 3.5	1. Submit post-construction storm water management ordinance	Within 18 months of the start date	Within 24 months of the start date
	2. Submit long-term maintenance procedures	Within 18 months of the start date	Within 24 months of the start date
Pollution Prevention – Section 3.6	Submit pollution prevention program	Within 24 months of the start date	Within 30 months of the start date
Storm Water Quality Management – Section 3.7	1. Submit evaluation of flood control structures	By March 10, 2008 or within 24 months after start date	
	2. Submit assessment of compliance	By March 10, 2008 or within 24 months after start date	
MS4 Map – Section 3.8	Submit MS4 map	Within 24 months of the state date	
Annual Report – Section 3.10	Submit annual report	By March 31 of each year*	
Reapplication for Permit Coverage – Section 3.11	Submit reapplication	By March 31, 2009	

***Note:** An annual report does not have to be submitted after the initial calendar year of permit coverage. The first annual report sent to the Department shall report on the previous 2 calendar years of permit coverage.